### CITY OF CANTON Mayor Thomas M. Bernabei

### **Lead Hazard Control Grant Application**



### Homeowner/ Tenant Guidelines & Application

City of Canton
Department of Community Development
Housing Rehab Division
218 Cleveland Ave SW, 5th Floor
Canton, OH 44702
330-489-3040

Sherice Freeman, Director Karla Heinzer, Housing Program Manager Kim Fox, Loan/Grant Processor Edd Ash, Construction Coordinator





### LEAD SAFE CANTON Canton's Lead Hazard Control Grant Program APPLICATION

### Review of Grant Eligibility & How the Program Works

Homeowners, rental owners and their tenants may apply if all of the following criteria are met:

- The home is built before 1978 and is located within the City of Canton Corporation Limits
- A child under the age of 6 lives in the rental or visits at least 6 hours per week; A pregnant woman living in the home is also eligible
- The home meets local ordinances and housing codes.
- The home is free of clutter, insects, rodents, and unsanitary conditions.
- Home is insured by the owner
- Property taxes are current
- Water/Sewer/Sanitation is current
- Property owner must not be delinquent in any indebtedness to the City of Canton, Stark County,
   State of Ohio, and/or Federal Government
- Mortgage is current
- Gross annual household income is between <50%-80% Area Median Income; *for rental properties income is based on the tenant's income*

#### Income cannot exceed the following HUD limits, which are subject to change annually:

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
50% Income								
Limit	26,950	30,800	34,650	38,450	41,500	44,650	47,700	50,800
80% Income								
Limit	43,050	49,200	55,350	61,500	66,450	71,350	76,300	81,200

Effective 4/2022

#### How the Program Works After Eligibility is Approved:

- A LSC Risk Assessor will contact you to schedule a time to do a Lead Inspection / Risk Assessment which can take 2-4 hours. This test is performed with an XRF Analyzer gun that takes paint readings. A report of tested objects will be provided to both the owner (s) and tenant.
- A Lead Safe Canton (LSC) Inspector will contact you to perform a home inspection to determine the property is up to code and feasible for assistance through this program.
- A Scope of Work will be created based upon the findings in the Lead Inspection / Risk Assessment.
- The Inspector will go over scope of work with Homeowner.
- A pre-bid walk-thru is scheduled at the house to allow contractors to see the work that needs to be done.
- The Contractor with the lowest and best bid is awarded the job and the City of Canton will hold the contract with the winning contractor.

- Relocation may be required while the lead work is being completed at the home; it is encouraged that the property occupants stay with friends and/or family. If this is not an option, LSC will arrange for relocation. The occupant(s) MUST provide a debit/credit card at check-in at hotel for any incidentals. Only the individuals listed on the application as living in the home are eligible for relocation. Failure to follow hotel policies may result in a loss of your reservation. LSC will not make additional arrangements and the owner and/or tenant are not permitted to return to the home until the lead work is completed and a clearance inspection has been conducted. LSC must be made aware of any animals that will be going to the hotel prior to reservations being made. Boarding of animals is not covered by the program. Animals may NOT be left either inside or outside at the home. If any animals are left, Animal Control will be contacted to remove the animals and the owner will be responsible for any fees.
- LSC staff will call the owner/occupants to give the date that the contractor will begin lead work. A time will be scheduled to plan for relocation to a friend or family home; or to a hotel of LSC choosing; paid for by the Program. No food will be purchased using the program. Only individuals listed on the application as living in the home will be permitted to use hotel amenities. It is estimated that relocation will last no more than 10 days maximum.
- The tenant(s) and/or owners will clear areas where work is being done and will take down window covers, move furniture, pack items, etc.
- Once lead work begins, no one can enter the residence until it is tested and found lead safe. LSC staff will call the tenants and advise when they are able to return.
- Invoice and Final Inspections.
- Maintenance and Monitoring. LSC will monitor the work within one year to confirm that the controls used are still maintained & lead safe.

All occupants of the home must follow these guidelines. Failure to comply may result in termination of participation in the Lead Hazard Control Program. Please call 330-489-3040 if you have questions or concerns.

If you understand and agree to these guidelines, please sign	n and date below and return with your application.
Signature of Owner/Tenant Applicant	Date
Signature of Owner/Tenant Co-Applicant	Date

For information about what the program offers visit <a href="www.cantonohio.gov/lead">www.cantonohio.gov/lead</a>





### **REQUIRED DOCUMENTS:**

<b>Photo ID</b> - Copy of Photo ID of the Head of Household.
<b>Federal Tax Return</b> – a copy of the most current tax return with all Schedules which must be signed and dated for all adults 18 years and older. Self-employed individuals must turn in three most current returns.
W-2 Statement of Earnings for all adults 18 years and older.
Social Security Benefits Statement (Form SSA-1099) and/or Pension Doc with yearly amount.
Copy of most recent water, gas, or electric bill.
Last 6 pay stubs for all adults 18 years and older who are employed
Social Security Award Letter
Determination of Unemployment Compensation Benefits document with date first paid out
<b>Unemployed Certificate</b> signed and dated for every person living in the home over age 18 years with no income if applicable (Attached).
Birth certificates for all children under 6 living in the home or visiting the home
Visiting Child Certificate if you have a child under 6 that visits the home (Attached).
Declaration of Homeowner's Insurance showing property address and policy period.
<b>Blood Test of child under age 6</b> documenting the level of lead in blood. Can't be older than 6 months. Turn in with attached Blood Testing Release Form.
Divorce documents/decree/separation agreement if spouse is on deed but not occupying the property.
Current checking account statements and current savings statement for all adult occupants
Please write source of income for all unidentified bank deposits.
Copy of Registered Lead Contract (if applicable)
Bank documents showing the balance owed on the property (if applicable)
If the property taxes are not up-to-date, proof of delinquency payment plan and payment receipts from the last three months are required.

The above information will be required for all adults living in the home. Please provide only the documents that are applicable to you. Additional documents may be requested as your application is reviewed. If you cannot make copies of documents, we can make copies for you.

### PLEASE MAIL or EMAIL, THE APPLICATION AND COPIES OF THE REQUIRED DOCUMENTS TO THE FOLLOWING ADDRESS:

City of Canton Community Development P.O. Box 24218 Canton, Ohio 44701-4218

ATTN: Lead Safe Canton Program PH (330) 489-3040 FAX (330) 580-2070

Email: communitydevelopment@cantonohio.gov

Once the above information has been provided to our department, and a determination of eligibility has been made, the city of Canton will contact you to schedule an inspection.



## APPLICATION RESIDENTIAL OCCUPANT PROFILE



OWNER OCCUPANT		TENANT OCC	JPANT 🔲 LANI	LAND CONTRACT OWNER		
Applicant Last Name	First	Init.	Social Security #	Birth date		
Co-Applicant Last Name	First	Init.	Social Security #	Birth date		
Address			City	ZIP		
() Applicant Home Phone	( ) Cell Phone	( We	) ork Phone	Email address		
Main Contact for this application Best time to schedule an appoint Best time to call applicant:  ALTERNATE CONTACT INFORM This information is being colle service or for some other reas	tment between  AATION: ected to assist	8:30am-3:00p	m: g you in the event th			
Contact Name Phone Nur	nber Ac	ldress				
STATISTICAL DATA FOR FEDER	AL COMPLIAN	ICE AND EQU	AL OPPORTUNITY:			
Single Family Home $\Box$		-				
Single Head of Household?  Are any members of the house Is the occupant or co-occupant Select One or More: His As When the control of the house is the occupant or co-occupant or co-occu	☐ Yes ☐ Nehold disable It a Veteran? Ispanic or Lation Ite Ite Multi-Rac	o d/handicapp	If Yes: ☐ Male ped? ☐ Yes ☐ No o merican Indian or A lack or African Americanian or Pacific Is	laska Native rican		
Is anyone living at this residence If so, what is their relationship to When is their expected due date? What is the name of their OB/GY Please attach proof of pregnand	currently pregothe Applicant  YN doctor?	nant? □ Yes ?	□ No			

### HOUSEHOLD SIZE INFORMATION:

Please list all of the people living at this property including yourself:

Name	AGE	DATE OF BIRTH	RELATIONSHIP	MONTHLY INCOME
		Owner/Renter		
		Co-Owner		

#### HOUSEHOLD INCOME:

Provide information on all household income sources. Income includes the following for all persons of the household that are age 18 or over: Wages, salaries and tips, alimony, child support, military income, part-time income, temporary income, TANF, Social Security, and other income. Food benefits are NOT considered income.

OWNER'S ANNUAL INCOME:	\$
Employer:	\$
Pension:	\$
Other Annual Income/Source(s):	\$
Alimony	\$
Child Support	\$
CO-APPLICANT ANNUAL INCOME:	\$
Employer:	\$
Pension::	\$
Other Annual Income/Source(s):	\$
ADDITIONAL EMPLOYED HOUSEHOLD MEMBER:	(Name)
Annual Employed Income:	\$
Employer:	\$
Pension:	\$
Other Annual Income/Source(s):	\$
ADDITIONAL EMPLOYED HOUSEHOLD MEMBER:	(Name)
Annual Employed Income:	\$
Employer:	\$
Pension:	\$
Other Annual Income/Source(s):	\$

If additional household members are employed, please attach another sheet and provide employment information.

### HOUSEHOLD ASSETS (CHECKING/SAVINGS/ETC):

Name and Address of Financial Institution:	Type of Account:	
	Account Number:	
	Balance:	
Name and Address of Financial Institution:	Type of Account:	
Traine and Tradecoo of Financial Institution.	Account Number:	
	Balance:	
Name and Address of Financial Institution:	Type of Account:	
	Account Number:	
	Balance:	
Name and Address of Financial Institution:	Type of Account:	
	Account Number:	
	Balance:	
If yes, please list the address and/or parce  LIENS ON PROPERTY:  Are there presently any liens on your prop  If yes, please list:		cipal assessments 🛭 Yes 🗎 No
LANDLORD INFORMATION:		
Name:		
Address:		
City:	State	Zip Code:
Phone #: Home: Mo	bile:	Work:
Email:		

PROPERTY MORTGAGE IN	FORMATION:					
Name of owner as it app	pears on the prop	erty's title	:			
Is there a mortgage on the	he property?		$\square$ Y	es	$\square$ No	
Are you current on your	mortgage?	$\square$ Y	es	$\square$ No		
Is your primary residence	ce currently in fo	reclosure?	$\square$ Y	es	$\square$ No	
Is your property under a	a Land Contract?		$\square$ Y	es	$\square$ No	
If so, has the Land Cor Date that is was rec		ded with t			unty Recorder's Office?	☐ Yes ☐ No
FIRST MORTGAGE:						
Name of Lending Institution			-	Acc	count #	
Address	City	7	ZIP	Bala	ance Owed Now	
SECOND MORTGAGE:						
Name of Lending Institution				Acc	count #	
Address	City	Zip		Cur	rent Balance	
HOMEOWNER'S INSURAN	ice (Include De	CLARATION	N PAGE)			
Insurance Company Homeon	 wners Policy is thro	ugh		Ext	piration Date of Insurance	-
	J	O				
PROPERTY TAXES:						
Are you current on your						
If no, please explain: If there is a payment are 3 payments.	rangement, plea	se attach a	copy o	f the	e payment arrangement	with proof of
ADDITIONAL PROPERTY	Information:					
# of Units in Building _	#	of Stories			# of Bedrooms	
Parcel #:		λ	ear of I	Prop	erty Construction:	
Type of Construction: $\Box$	$\Box$ Brick $\Box$ Wood	☐ Vinyl/A	Alumini	ım	$\square$ Other (please specify):	
Is your property in a flo	od zone? $\square$ Yes	$\square$ No				
Is your property listed a	s a Historical Pro	operty?	Yes 🗆 1	No		
Has your property been	cited for code vi	iolations w	ithin th	e las	st 12 months? 🗌 Yes 🗎 N	lo
If yes, please include vio						
Has your insurance com	ıpany asked you	to make p	roperty	imp	provements? 🗆 Yes 🗆 No	)
If yes, please include the		-		-		

How did you hear about Canton's Lead Ha	azard Control Program?	
PROPERTY REPAIR REQUEST:		
Explain:		
The owner and co-owner certify that all information application, is given for the purpose of obtaining fit Program, and is true and complete to the best of the any source herein. A credit report may be obtained FALSE OR FRAUDULENT STATEMENT, U.S.C. T jurisdiction of any department or agency of the Unificititious or fraudulent statements or representation to contain any false, fictitious or fraudulent statement more than five years or both."	nancial assistance under the City of Canton's Le e applicants' knowledge and belief. Verification on the owner and co-owner by the City of Cantille 18, Sec. 1001, provides: "Whoever, in any m ited States knowingly and willfully falsifiesor ns, or makes or uses any false writing or docum	ead Safe Canton In may be obtained from Iton. PENALTY FOR Itatter within the It makes any false, Item the same
OWNER SIGNATURE	DATE	
Co-Owner Signature	DATE	
Relocation Information: This section of the application will be used to foreveals lead hazards in your home, you and you contractor makes your home lead safe. We stronglocate themselves with a family member or for temporary hotel accommodations if funding is Please answer the following questions:	ur family may be required to temporarily relongly encourage all applicants applying for triend. In case you are not able to do so, the	locate while a this program to
Are you able to relocate yourself, your family i	members and your pets? $\square$ Yes $\square$ No	
Do you require a handicap accessible facili	• •	





## CITY OF CANTON LSC VISITING CHILD CERTIFICATION



,, the owner test that each of the below listed children under the a visiting" my home. Significant amount of time visiting is nours per year.	ge of six spends a "signific	ant amount of time
Child 1	Age	DOB
Home Address		City
Child 2 (if applicable)	Age	DOB
Home Address		City
Child 3 (if applicable)	Age	DOB
Home Address		City
Child 4 (if applicable)	Age	DOB
Home Address		City
Child 5 (if applicable)	Age	DOB
Home Address		City
Please attach a copy of each child's Birth Certificate  Please state the reason these children spend a si	gnificant amount of time v	visiting your home:
Under populties of parium, I bereby cortify that the inf	· · · · · · · · · · · · · · · · · · ·	is accurate and
Under penalties of perjury, I hereby certify that the informal complete as of this date. I understand that providing fasubject me to criminal penalties. I fully understand the misrepresentation any make me ineligible for the Lead program.	information requested an	tion under oath may d that any



### CITY OF CANTON

#### LEAD SAFE CANTON BLOOD TESTING RELEASE



All children under six years of age are recommended to have their blood lead level tested, by your primary care provider, prior to the lead hazard control work in your home. Please check the following which best describes your child/children under the age of six (6) years from the following options: My child/children under six years of age had their blood lead levels tested within the past six (6) this and I authorize the release of the blood test results to the LSC Program Manager. Name of test provider \_\_\_\_\_ Test date \_\_\_/\_\_\_ (Name of child #1) \_\_\_\_\_ Test date \_\_\_/\_\_\_ (Name of child #2) \_\_\_\_\_\_ Test date \_\_\_/\_\_\_(Name of child #3) \_\_\_\_\_ Test date / / (Name of child #4) My child/children under the age of six (6) has not been tested for an elevated blood lead level within the past six (6) months and I agree to have them tested by my primary care physician or another provider and to submit the results to the LSC Program Manager I elect not to have my child/children tested for an elevated blood lead level. I voluntarily disclose this information and understand consent for blood lead level testing is not required, but strongly recommended, for participation in the Lead Safe Canton Lead Hazard Control grant program. Printed Name of Parent or Legal Guardian Signature Date LSC Program Manager Signature Date





### City of Canton Walk Away Policy Acknowledgment



The mission of the Lead Safe Canton Program is to assist low-to-moderate income homeowners and tenants with children under the age of 6, located within the city of Canton, to address lead-based paint hazards in their home. **Regardless of eligibility, an applicant may not receive assistance through the Lead** *Safe* **Canton Program when the owner or occupant is responsible for conditions that obstruct that mission.** Such conditions include, but are not limited to:

- 1. When an owner or occupant knowingly misrepresents information relevant to his or her eligibility for assistance through the program.
- 2. When, following the initial inspection of the home, a determination is subsequently made that the home is not structurally sound or cannot be rehabilitated economically.
- 3. When the applicant/homeowner fails to demonstrate normal and responsible care of the property. Such failure would include willingly allowing:
  - a. <u>Abuse by animals</u>: evidence of unsanitary conditions or of severe damage to floors, carpets, furnishings, or yards caused by animal feces or urine.
  - b. <u>Illegal or improper use of the property</u>: use of the property for purposes other than as a residence in violation of building and zoning ordinances and/or criminal statutes.
  - c. <u>Deliberate abuse</u>: excessive damage to the home or fixtures, not easily attributable to normal wear and tear.
  - d. <u>Poor housekeeping and maintenance</u>: Extreme conditions of clutter or filth in or around the house when such conditions:
    - 1) constitute a potential health or safety hazard to staff, contractors, employees or others; and/or
    - will severely hamper or increase the cost of rehabilitation work; and/or
    - 3) would adversely impact the appearance of the neighborhood after rehabilitation work is completed.
  - e. Existing code violations
- 4. The homeowner misuses and/or deals in drugs and weapons.
- 5. The homeowner, resident or applicant's agent becomes verbally or physically abusive and/or threatens city of Canton staff members, contractors, subcontractors or employees of contractors.
- 6. When during the course of the rehabilitation process, the homeowner continually does not respond to or obstructs city of Canton staff, the contractors, their subcontractors or employees as they attempt to discharge their required responsibilities in good faith under the written terms of the Lead *Safe* Canton Program.

**Under any of these circumstances assistance may be withheld and/or terminated** at the discretion of the city of Canton staff. By my signature below, I acknowledge that I have received a copy of this policy.

Applicant Owner/Occupant	Date	Co-Applicant Owner/Occupant	Date
Landlord's Name		Address and phone	



### **UNEMPLOYMENT CERTIFICATION**

I,			_, certify th	at I am 18 y	ears of age o	or older; and that	the last
of my income cea source of income swear and attest t and all income fo	sed as of this day . I understand that I is that all of the informant or myself and any add lendar days of the char	in the must repor tion repor itional hou	e month of rt to the city rted herein	y of Canton is true and o	_, 20 ar all sources ( correct. I als	nd I no longer ha of income. I do l so understand th	ive any nereby at any
Signature of Hous	sehold Member	Date	Signature	e of City Rep	presentative	 Date	
	e 18, Section 1001 of the illingly making false c				1	, ,	
report to the city of from wages, self-of benefits, disability	reported to city of Ca of Canton what resour employment, child sup payments (SSI), Wor operty income, stock once.	ces are ava pport, cash ker's Comp	ailable to m contribution pensation,	eet your fan ons, non-casl retirement b	nily's needs. h contributio enefits, AFD	This includes: rons, Social Securi OC OWF, Veteran	noney ty 's
Do you ma What is yo How do yo	vn a car?yes ake car payments? our monthly payment ou pay for gasoline? _ ou pay for insurance?	yes amount? _	_no Estima	te amount y			
	y a portion of the hou h do you pay?			sno			
How much	aying for utilities? h do you pay? ou pay for it?						
4. Do you ha Is it a hom	ve a phone?yes e or cell phone? ou pay for it?	sno home	cell			service \$	
5. Do you ha	ve cable, digital or sat ou pay for it?	ellite servi	ices?	yesno			
	ou purchase personal						
	ralue of items \$ ve any credit card bill		es no				
	ou make vour monthly	-					

WHEN AND IF YOU BEGIN TO RECEIVE INCOME, YOU MUST CONTACT CITY IN WRITING.





Printed Name



Date

## VERIFICATION AUTHORIZATION, PRIVACY & RELEASE FORM

Applicant(s):	Address	
this eligibility Release Finformation regarding	ture and the signatures of each member of your house. Form, authorizes the city of Canton Community Degincome. This includes information regarding employ	velopment Department to obtain yment, bank accounts, outstanding debts,
	permission to order a consumer credit report and to accel participation in any of Community Development ass	
Development (HUD) require Program and the amount of a Program; to protect the Gove and the amount of assistance household are considered pri We cannot release private da that is provided by Commun agencies when relevant to civil local loan committee member of the Appeals Committee for Procedural Manual, and the	CE STATEMENT: Canton's Department of Development and is the collection of the information derived from this form to determinent's financial interest; and to verify the accuracy of the informations that you receive are considered public data. Other informativate date which will only be used when it is required for administration use the private date in any other way, unless you give us perity Development. Public information may be released to approprival, criminal or regulatory investigation; as well as, all staff/person for the purpose of address/resolving applicant complaint(s) as address that Enforcement personnel and other enforcement authorities, a delay or rejection of your eligibility approval. The Department is using Act of 1990.	ermine an applicant's eligibility in a used to establish level of benefit in the ormation furnished. Your name, address ation provided regarding you and your stration and management of the program. Ermission by completing a consent form iate Federal, State, prosecutors and local ons involved in program administration, uired audits of this program, member(s) ressed in the Project Policy and is required. Failure to provide any
from any person or depen	<b>ERED</b> : Inquiries may be made in regards to all sources of ident in the household (i.e. Full-Time Student, Handicap/Distribution required to determine eligibility.	
to enter my home for the	<b>HOTO RELEASE:</b> I/We hereby authorize the Departme purpose of taking photographs and inspection to identify recode and safety standards.	
	authorize the Canton Department of Community Deve nd my household that is pertinent to eligibility for part	•
<ul><li>I have the right to re</li><li>I have the right to c</li></ul>	s form is as valid as the original form eview my file and the information received using this form (acco opy information from this file and to request correction of inform members will sign this form and cooperate with the owner and t	nation that I believe is inaccurate
Printed Name	Signature of Head of Household	Date

Signature of Co-Applicant

### INSTRUCTIONS TO COMPLETE AFFIDAVIT

### To complete this form:

- Fill in applicant's name
- Fill in address of property
- Complete the following for each applicant. The following information must be provided on this application.

D.O.B./Age Social Security Number Employment Source of Income Property Status

- Each applicant must sign Affidavit before a notary

### Under complete only if relationship exists:

- Complete section 1 & 2 *only* if you have a relative working for the City of Canton

Please return to the City of Canton, Department of Community Development.

### **AFFIDAVIT**

PROGRAM NAME:	LEAD SAFE CANTON
APPLICANT'S NAME: APPLICANT'S ADDRE	SS:
STATE OF OHIO: COUNTY OF STARK:	
TO WHOM IT MAY CO	NCERN:
immediate family member	that to the best of his/her knowledge, any officers, director, trustee, or their spouse and/or other rs (are/are not) delinquent in the payment of any indebtedness to the City of Canton, including tate taxes, personal property taxes, water and sewer charges or other City assessments for any he city of Canton.
be given information con	authorizes the City of Canton Community & Economic Development Department of Canton, to accrning income tax filing status, real estate taxes, personal property taxes, water and sewer ssments, and the existence of any delinquencies.
	states that, to the best of his/her knowledge, any officers, director, trustee, or their spouse and/or members is ( <u>related/not related</u> ), personally and/or through business, to the following City of ected official (s):
SOC. SEC. NO EMPLOYMENT SOURCE OF INCOME _	APPLICANT SIGNATURE
PROPERTY STATUS	APPLICANT SIGNATURE
Sworn to before me and s	igned in my presence this day of, 20
	SIGNED
	MY COMMISSION EXPIRES
COMPLETE ONLY IF	RELATIONSHIP EXISTS:
COMPLETE ONLY IF	APPLICABLE:
The applicant/co-applicar	t is an employee of the City of Canton and
assigned to the	Department.
RELATIVE'S NAME	RELATIVE'S TITLE/DEPT.
RELATIVE'S NAME	RELATIVE'S TITLE/DEPT.



# RECEIPT OF THE PROTECT YOUR FAMILY FROM LEAD PAMPHLET

#### **SUMMARY:**

The City of Canton uses federal U.S. Department of Housing and Urban Development (HUD) funding to finance the housing rehabilitation programs such as the Minor Home Repair, the Emergency Repair, Roof Replacement, and Lead Safe Canton Programs. When using govt money, all structures built prior to 1978 are presumed to have lead-based paint. The City of Canton will ensure that lead safe work practices are implemented and only contractors with their EPA Lead Safe Renovator Certification will be utilized.

I hereby certify that I have received the publication entitled *Protect Your Family from Lead in Your Home* (EPA 747-K-94-001) and that I have read and understood the information.

Signature of Owner:	Date:
Witness:	Date:

THIS MUST BE TURNED IN WITH YOUR APPLICATION